

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION  
BUREAU OF Highway Design, Safety Section**

**SUBJECT:** 3 Feet Minimum to Pass Signing (August 2019)



- 1) Town requests permission to manufacture, install, and maintain the "3' Rule" sign by sending a letter on Town letterhead to William Lambert 18 Smokey Bear Blvd., PO Box 483, Concord, NH 03302-0483
- 2) If Traffic Bureau agrees, Sign Section will process the request, and work with the Town to verify the locations in the field and prepare a maintenance agreement.
- 3) Once any location-specific details have been worked out, a letter will be sent back to the Town from Traffic Bureau specifying the approved location and other requirements.
- 4) The letter back to the Town will be kept on file by the Sign Section as a permanent record of what was approved.
- 5) The Town may then proceed to have the sign manufactured and installed.

**Installation Procedures**

**In Municipal Right of Ways:**

Consult local Highway Department and/or governing body (I.e. Board of Selectmen or City Council)

**In State Right of Ways:**

Contact Bill Lambert, Traffic Engineer/Administrator

Municipalities and Organizations looking to install this signage in State Right of Ways will need to document their proposed sites along with coordinates for consideration by NHDOT. Once approved Municipalities will also need to enter into an Encroachment Agreement with NHDOT which outlines NHDOT's approved locations and the municipality's installation and maintenance responsibilities of the signs.

**A Source of Signage**

The New Hampshire Department of Corrections, Correctional Industries  
Sign Making & Engraving Services

The sign shop in Concord manufactures a variety of sign types and styles from street and traffic signs to lawn and yard signs to engraved name badges. For more information on available products and pricing please contact the shop directly.

Sign Shop-Concord-Contact:

Alan Burgess, Shop Manager (603)271-1874 [Alan.burgess@doc.nh.gov](mailto:Alan.burgess@doc.nh.gov)